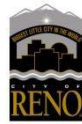


Regional Business License and Permits Program



WASHOE COUNTY
HEALTH DISTRICT
ENHANCING QUALITY OF LIFE

AMENDED AGENDA Regional Business License and Permits Program Oversight Group Special Meeting Thursday, January 21, 2016 - 2:30 PM

Washoe County - Mt Rose and Slide Mountain Conference Rooms
1001 E. Ninth Street, Bldg. A, 2nd Floor West End
Reno, NV 89512

Oversight Group

Reno City Manager - Andrew Clinger
Sparks City Manager - Steve Driscoll
Washoe County Manager - John Slaughter
District Health Officer - Kevin Dick

Public Notice: This agenda has been physically posted in compliance with NRS 241.020(3) (notice of meetings) at Reno City Hall – One East 1st Street, Washoe County Administrative Office, 1001 East 9th Street, Reno, NV; Sparks City Hall, 431 Prater Way, Sparks, NV; Washoe County Health District, 1001 East 9th Street, Reno, NV; Washoe County Downtown Reno Library – 301 South Center Street, Evelyn Mount Northeast Community Center – 1301 Valley Road, McKinley Arts and Culture Center – 925 Riverside Drive, Reno Municipal Court – One South Sierra Street, and Reno-Sparks Convention and Visitors Authority – 4001 South Virginia Street, Suite G. In addition, this agenda has been electronically posted in compliance with NRS 241.020(3) at the following websites: www.washoecounty.us/technology; www.reno.gov; www.cityofsparks.us, and NRS 232.2175 at <https://notice.nv.gov/>. To obtain further documentation regarding posting, please contact Ashley Turney, City Clerk, One East 1st Street, Reno, NV 89505, (775) 334-2030; turneya@reno.gov.

Accommodations: Reasonable efforts will be made to assist and accommodate physically disabled persons attending the meeting. Please contact the Washoe County Technology Services Dept (775) 328-2352 in advance so that arrangements can be made.

Supporting Material:

Support materials are available at the Washoe County Managers office and also available at the Washoe County Technology Services office and at the scheduled meeting location on meeting day. The designated contact to obtain support materials is Annette Van Der Wall in Technology Services, 775-328-2352, 1001 E 9th St, Reno, NV, Bldg. C, 2nd Floor., and on the following websites: www.washoecounty.us/technology; www.reno.gov; www.cityofsparks.us. Pursuant to NRS 241.020(6), supporting material is made available to the general public at the same time it is provided to the Oversight Group.

Order of Business: Discussion may be delayed on any item on this agenda, and items on this agenda may be taken out of order, combined with other items and discussed as a block, or removed from the agenda. Items scheduled to be heard at a specific time will be heard no earlier than the stated time, but may be heard later.

Public Comment: A person wishing to address the Oversight Group shall submit a “Request to Speak” form to the presiding officer. Public comment, whether on action items or general public comment, is limited to three (3) minutes per person. Unused time may not be reserved by the speaker, nor allocated to another speaker. No action may be taken on a matter raised under general public comment until the matter is included on an agenda as an item on which action may be taken. The presiding officer may prohibit comment if the content is willfully disruptive of the meeting by being repetitious, slanderous, offensive, inflammatory, irrational or amounting to personal attacks or interfering with the rights of other speakers. Any person making willfully disruptive remarks while addressing the Oversight Group or while attending the Oversight Group meeting may be removed from the room by the presiding officer, and the person may be barred from further audience before the Oversight Group during that session of the Oversight Group meeting. See, Nevada Attorney General Opinion No. 00-047 (April 27, 2001); Nevada Open Meeting Law Manual, § 8.05.

In addition, any person willfully disrupting the meeting may be removed from the room by the presiding officer. See NRS 241.030(4)(a); RMC §§ 8.12.024, 8.12.027. Examples of disruptive conduct include, without limitation, yelling, stamping of feet, whistles, applause, heckling, name calling, use of profanity, personal attacks, physical intimidation, threatening use of physical force, assault, battery, or any other acts intended to impede the meeting or infringe on the rights of the Oversight Group, staff, or meeting participants.

A. Roll Call

B. Public Comment – Comments heard under this item will be limited to three (3) minutes per person and may pertain to matters both on and off the agenda. Each person addressing the Oversight Group shall give his name and shall limit the time of their presentation to three (3) minutes per NRS 241.020(2)(d)(7).

C. Approval of the Agenda (For Possible Action) – January 21, 2016

D. Approval of minutes – Regional Business License and Permits Program – Oversight Group meeting - December 1, 2015 1:00 PM (For Possible Action)

E. Update, discussion and possible:

1. Action to accept Project Change Order Number 4 and approve the project plan for August 22, 2016 go live with Accela in the total amount of \$148,000 and direct staff to make the necessary payments based on the jurisdictional split of payments outlined in the Interlocal Agreement or to make the necessary payments based on a different jurisdictional split of payments as decided by the Oversight Group (For Possible Action); **AND**
2. Discussion and possible direction to staff to include phasing options for an implementation earlier than go live for City of Reno, City of Sparks and/or Washoe County and to bring those phasing options and associated costs back to the Oversight Group for review and possible approval. (For Possible Action) (Amended item); **OR**
3. Direction to staff to prepare staff reports for possible board and council presentations for elected official review and possible approval of Project Change Order Number 4 with Accela in the total amount of \$148,000; **AND/OR** the total amount of \$148,000 plus any of the phasing options requested as noted in item 2 (For Possible Action); **AND/OR**
4. Direction to staff to proceed with Item 3 as noted above and to utilize contingency funding for the first month of payment totaling \$16,650 to Accela, to allow the project to continue until board or council approval of larger dollar amount or appropriation of funding can be determined (For Possible Action); **OR**
5. Direction to staff to negotiate with Accela for modifications to Project Change Order Number 4 and/or to reject Project Change Order Number 4 with or without proposals to complete the contract work with Accela (For Possible Action).

F. Presentation and discussion on the status of the Superagency Coordinating Team. Team members will provide information on the scope, charter and goals of the Superagency Coordinating Team for Approval to continue per the proposed material. (For Possible Action)

G. Announcements/Reports/Updates - Oversight Group member announcements/reports/updates from members concerning the regional business license and permits project. Requests for information and any ideas and suggestions for the project.

H. Identification of future agenda items (For Possible Action)

I. Public Comment – Comments heard under this item will be limited to three (3) minutes per person and may pertain to matters both on and off the agenda. Each person addressing the Oversight Group shall give his name and shall limit the time of their presentation to three (3) minutes per NRS 241.020(2)(d)(7).

J. Adjournment (For Possible Action)